

LAMBTON COLLEGE OPEN BOARD MEETING
Thursday, October 24, 2024
9:30 a.m. – 10:00 a.m.
Lambton College -C2-102
AGENDA

9:30 1. **CALL TO ORDER** T. Lee

- Welcome New Governors

2. **INDIGENOUS TRUTH AND RECONCILIATION** J. Ziegler
LAND ACKNOWLEDGEMENT

At Lambton College, we are always very grateful for the land we live on, for the land we teach and work on, for the land we play and compete on and for the land we learn on.

It is with this gratitude in our hearts that before important events such as this one today that we are always very proud to acknowledge that: Lambton College is located on the beautiful homeland that is the traditional territory of the Ojibwe, Potawatomi and Odawa Nations. These three individual Nations make up the traditional Three Fires Confederacy. We acknowledge the grace and the welcome they have offered to all students, staff and guests at Lambton College.

3. **CONSENT AGENDA (attachments)** T. Lee

1. October 24, 2024 Agenda
2. June 6, 2024 Open Minutes
3. Report from June 6, 2024 and July 17, 2024 In-Camera Meeting
4. Conflict of Interest Declaration
5. Chair's Report

Recommendation: That the Board of Governors approves the minutes of the Open Meeting of June 6, 2024 and the entire contents of the consent agenda. 2024-29

approval

- 9:35 4. **CELEBRATING OUR STUDENTS** S. Dickson information
Zorion Nahdee, Bachelor of Science, Nursing
Lisa Janisse, Dean Faculty of Nursing
- 9:45 5. **FINANCIAL STATEMENTS FOR THE PERIOD** S. Dickson **approval**
ENDING JULY 31, 2024 (attachment)
Julie Carlton, Director Finance
Recommendation: That the Board of Governors
approves the recommendation of the Finance and
Property Committee to approve the Financial
Statements for the period ending July 31st, 2024.
2024-30
- 9:50 6. **PRESIDENT’S REPORT (attachment)** R. Kardas information
- 9:55 7. **GOVERNANCE REPORT (attachment)** T. Lee **approval**
Recommendation: That the Board of Governors
approves the Governance Report and all decisions and
motions therein, as presented. 2024-31
8. **OTHER BUSINESS** T. Lee Information
- 10:00 9. **ADJOURNMENT** T. Lee

Members

Tania Lee, Chair
Jason McMichael, 1st Vice-Chair
Rob Dawson, 2nd Vice-Chair
Raj Ashar
Tim Edgar
Mike Denomme
Rob Kardas
Jane Mathews

Danielle Mancusi
Jarvis Nahdee
Dave Park
Dean Pearson
Kelly Provost
Carlos Diaz Rangel
Ryan Straus
Beth Ann Wiersma
Jennifer Ziegler

Resource

Dave Machacek
Mehdi Sheikhzadeh
Kurtis Gray

Ex.Officio

Spencer Dickson

Board E.A.

Lianne Birkbeck

Open Board Meeting Minutes– Thursday, June 6, 2024 – 4:30 p.m. Lambton College E1-209 (Teams Available)

Membership

Tania Lee, Chair
Jason McMichael, 1st Vice- Chair -regrets
Rob Dawson, 2nd Vice-Chair
Mike Denomme
Cassie Monteith
Rob Kardas
Daniella Mancusi
Jane Mathews

Dave Mitton
Jarvis Nahdee -regrets
Dave Park
Dean Pearson
Kelly Provost
Gurpreet Singh
Ryan Straus
Beth Ann Wiersma

Resource

Mehdi Sheikhzadeh -regrets
Dave Machacek
Kurtis Gray
Marilyn Mason

Ex.Officio

Spencer Dickson

1. **CALL TO ORDER**

Tania Lee , Chair, called the meeting to order at 4:32 p.m. The Chair welcomed Cassie Monteith.

2. **INDIGENOUS TRUTH AND RECONCILIATION LAND ACKNOWLEDGEMENT**

The Chair invited Dave Mitton to make the Indigenous Land Acknowledgement that at Lambton College, we are always very grateful for the land we live on, for the land we teach and work on, for the land we play and compete on and for the land we learn on. It is with this gratitude in our hearts that before important events such as this one today that we are always very proud to acknowledge that: Lambton College is located on the beautiful homeland that is the traditional territory of the Ojibwe, Potawatomi and Odawa First Nations. These three individual Nations make up the traditional Three Fires Confederacy. We acknowledge the grace and the welcome they have offered to all students, staff and guests at Lambton College.

3. **CONSENT AGENDA**

1. June 6, 2024 Agenda
2. April 4, 2024 Open Minutes
3. Conflict of Interest Declaration
4. Chair's Report

IT WAS MOVED BY:

Dean Pearson

SECONDED BY:

Rob Dawson

THAT:

the Board of Governors approves the minutes of the Open Meeting of April 4, 2024 and the entire contents of the consent agenda. 2024-18. **CARRIED.**

4. **CELEBRATING OUR STUDENTS**

The President introduced Karen Hendra, Associate Director Co-op and Experiential Learning to introduce Sohaib Syed Mohammad, the 2024 Enactus Student Leader of the Year recipient and President, Enactus Lambton College. Mr. Mohammad indicated that he found his passion at the college when he joined Enactus, which has provided him many opportunities. Currently, Mr. Mohammad is working at the Sarnia Lambton Workforce Development Board (SLWDB) and is leading two projects with one being the Clean Energy Project, which is trying to understand workforce needs in the area clean energy in Sarnia-Lambton. It was noted that Enactus' impact on high school students has been tremendous, and Mr. Mohammad was thanked for his contribution to that initiative.

5. **DRAFT AUDITED FINANCIAL STATEMENTS FOR YEAR ENDED MARCH 31, 2024**

Spencer Dickson, Senior Vice-President Strategy and Corporate Services invited Julie Carlton, Director Finance to introduce the Auditors Katie denBok, Audit Partner, KPMG and Melissa Redden, Senior Manager, KPMG who joined the meeting virtually. Ms. Redden and Ms. denBok overviewed the Statements detailing variances and specific critical notes. Rob Dawson and Tania Lee provided an update from the Finance and Property Committee noting a thorough discussion and review took place.

IT WAS MOVED BY: Ryan Straus

SECONDED BY: Dean Pearson

THAT: the Board of Governors approves the Finance and Property Committee recommendation to approve the Transfer to Capital Reserves for:

- Campus Renewal – \$29,986,598
- IT & Learning Infrastructure - \$2,800,000
- Fireschool Equipment Renewal - \$52,551
- Athletic & Fitness Centre Reserve - \$30,665

AND THAT the Board of Governors approves the Finance and Property Committee recommendation to approve the audited financial statements as at March 31, 2024. 2024-19 **CARRIED.**

6. **INDIGENOUS EDUCATION PRESENTATION**

Kurtis Gray, Associate Vice-President Student Success & Global Engagement welcomed Jane Manning, Director Indigenous Education a long-standing Lambton staff member and dedicated leader of the Indigenous Education department. Ms. Manning overviewed the enrolment and initiatives of the department noting the Indigenous Student Council provides strong leadership as does the College's Indigenous Education Council. The Truth and Reconciliation Calls to Action continue to be a central focus. Lastly, the Indigenous Outdoor Gathering Space construction has begun with a grand opening planned for June 2025.

7. **2023 SEXUAL ASSAULT AND SEXUAL VIOLENCE ANNUAL REPORT**

Patrick Bennett, Director Institutional Intelligence and Registrar joined the meeting and overviewed the report. The policy has shown to be effective and meets several of the goals; however, work continues to raise awareness as Sexual Assault and Sexual Violence continues to be under reported. Creating an environment and culture that supports reporting is a focus. Campus initiatives to increase reporting include awareness campaigns, by-stander intervention training and a social media campaign called “Be that Guy” that promotes respects and speaking out when sexual assault or violence is witnessed or is known to have taken place.

IT WAS MOVED BY: Mike Denomme

SECONDED BY: Beth Ann Wiersma

THAT: the Board of Governors approves the 2023 Sexual Assault and Sexual Violence Annual Report. **CARRIED**. 2024-20

8. **2024-2025 BOARD ANNUAL CALENDAR AND PLAN**

Tania Lee presented the annual calendar and plan noting a 4 p.m. start for the full Board meetings. It was confirmed the October Finance and Property meeting will occur one week before the full Board meeting on October 17th.

IT WAS MOVED BY: Rob Dawson

SECONDED BY: Dean Pearson

THAT: the Board of Governors approves the Board Executive recommendation to approve the 2024/2025 Board Annual Calendar and Plan. **CARRIED** 2024-21

9. **BOARD OFFICER ELECTION**

Spencer Dickson, in his capacity as Secretary-Treasurer to the Board conducted the officer election process.

Chair Position - One nomination, that of Tania Lee, was received for the Chair position. Nominated by Jason McMichael, seconded by Jarvis Nahdee. There were no nominations from the floor. Tania Lee agreed to stand. Tania Lee was acclaimed as Chair.

First Vice-Chair – One nomination, that of Jason McMichael, was received for the First Vice-Chair position. Nominated by Daniella Mancusi seconded by Dean Pearson. There were no nominations from the floor. Jason McMichael has agreed to stand. Jason McMichael was acclaimed as First Vice-Chair.

Second Vice-Chair – One nomination, that of Rob Dawson, was received for the Second Vice-Chair position. Nominated by Beth Ann Wiersma and seconded by Dean Pearson. There were no nominations from the floor. Rob Dawson has agreed to stand. Rob Dawson was acclaimed as Second Vice-Chair.

10. **PRESIDENT'S REPORT**

The President presented his report as written.

11. **OPEN GOVERNANCE REPORT**

The Chair presented the Open Governance Report and invited Dave Machacek, Senior Vice-President Academic to overview the Programs and Services Committee recommendations and Spencer Dickson to overview the revised policies within the report inviting questions from the Board. Governors who attended Program Advisory Committee meetings provided brief verbal reports.

IT WAS MOVED BY: Dean Pearson

SECONDED BY: Mike Denomme

THAT: the Board of Governors approves the Governance Report and all decisions and motions therein, as presented. **CARRIED.**
2024-22.

12. **RETIRING GOVERNOR RECOGNITION**

The President recognized the contribution to the Board of Dave Mitton and Gurpreet Singh as both Governors terms end on August 31st, 2024.

13. **OTHER BUSINESS**

No other business was heard.

14. **ADJOURNMENT**

The meeting adjourned at 6:10 p.m.

MINUTES APPROVED BY:

Tania Lee, Chair

AT MEETING OF October
Lianne Birkbeck, Recording Secretary

Report From: Tania Lee, Chair

<input type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input checked="" type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input checked="" type="checkbox"/> Meeting Date	<u>October 24, 2024</u>
<input checked="" type="checkbox"/> Agenda Item No.	<u>3</u>

Subject: Report on Items from In-Camera Session June 6, 2024 and July 17, 2024

Signature on file

Tania Lee, Chair

The June 6th In-Camera meeting agenda contained the approval of the In-Camera Minutes of February 29, 2024 and approval of the 2023-2024 President and Board Final Report. As well, the Board heard updates regarding the Student Residence Project, International Education, and Human Resources. A special In-Camera meeting was held on July 17th, 2024 where the Board approved negotiations and entering into agreements with respect to a new Student Residence.

Report From: T. Lee, Chair

<input type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input checked="" type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input checked="" type="checkbox"/> Meeting Date <u>October 24, 2024</u>	
<input checked="" type="checkbox"/> Agenda Item No. <u>3</u>	

Subject: Chair's Report

1. **Board Orientation:** The Chair led with college staff an orientation session for new Governors. The session included an overview of the roles and responsibilities of the Board of Governors, the Board policies, finances, the Foundation, academic programming and student success services, and research and innovation.
2. **Committee Meetings:** The Chair will attend and chair the Executive of the Board, Executive Performance and Compensation Committee, and the Nomination Committee on October 21st.

**FINANCIAL PERFORMANCE
AS AT JULY 31, 2024
COMMENTARY**

2024-2025 BUDGET

The 2024-25 budget reflects an operating surplus of \$6,587,700 which includes a \$1,000,000 Contingency. The forecast will be revised with the September 30, 2024 financial report.

CONTRIBUTION

Year to date contribution is an operating surplus of \$5,160,933 as at July 31, 2024 (\$3,423,930 – July 31, 2023).

POST SECONDARY: SCHEDULE 2A

- **Fees: Tuition and Other Revenue**
 - On campus domestic enrolment consistent with the spring 2023 term and international enrolment increased over spring 2023 term
- **Other**
 - Enactus funding received and timing of expenditures for Project Once Circle.
- **Expenditures**
 - Increase in compensation and instructional expenditures with increased enrolment and delivery of programs. Decrease in instructional software/equipment due to the IT data centre migration in the previous year which was a one-time expense

CONTRACT SERVICES: SCHEDULE 2B

- **International**
 - Decrease in spring term enrolment, at partner campuses in Toronto and Mississauga. There is also a decrease in agent commissions revenue with decreased first and second term enrolment and results in Recruitment expenditure decrease compared to July 2023
- **Expenditures**
 - Decrease in stipends/support allowances due to first full cycle of the new structure of the employment services programs with the service system manager (SSM). Equipment/Building maintenance increase with first year of rent paid for the Ottawa campus. Decrease in non-instructional expenses due to timing of international bursaries

STUDENT SERVICES: SCHEDULE 3

- **Sundry Fees**
 - Sundry fees revenue increased with overall increase in student enrolment and timing of related expenditures
- **Expenditures**
 - Timing of expenditures. Increase in expenditures to support additional student enrolment

ADMINISTRATIVE SERVICES: SCHEDULE 4

- **MCU Revenue**
 - Decrease in revenue with timing of taxes recovered
- **Other**
 - Interest income decreased due to the interest rate cut in June 2024 compared to 2023
- **Expenditures**
 - Decrease in insurance premiums and taxes based on timing of expenditures compared to previous year. Decrease in non-instructional expenses due to timing of investment expenses

PHYSICAL RESOURCES: SCHEDULE 5

- **MCU Revenue**
 - Increase in revenue for the Campus Safety Grant based on timing of expenditures of up to July 31st

- **Expenditures**
 - Equipment & Building Maintenance reflect increases in utilities and increased security and cleaning expenditures

ANCILLARY OPERATIONS: SCHEDULE 6

- **Revenue and Expenditures**
 - Campus Shop revenue increased as it was fully open in the spring 2024 whereas in previous year it was partially closed and less activity with the move to the newly renovated space. Expenditures consistent due to timing of expenditures
 - Increased revenue and expenditures for residence with increased summer rental revenue compared to the prior year



**THE LAMBTON COLLEGE OF APPLIED ARTS
AND TECHNOLOGY**

Statement of Revenue and Expenditure

for the period April 1, 2024- July 31, 2024

**THE LAMBTON COLLEGE OF APPLIED ARTS
AND TECHNOLOGY**

Statement of Revenue and Expenditure

For the period: April 1, 2024 - July 31, 2024

	Supporting Schedule	2024-25 <u>BUDGET</u>	2024-25 <u>Actual YTD</u>	2023-24 <u>Prior YTD</u>
REVENUE				
Post Secondary	Sch 2A	\$ 56,358,800	\$ 13,334,356	\$ 11,364,144
Contract Services	Sch 2B	55,038,800	22,651,415	23,682,294
Student Services	Sch 3	7,219,600	2,159,642	1,973,544
Administrative Services	Sch 4	5,873,800	4,198,145	4,759,753
Physical Resources	Sch 5	343,900	140,687	90,304
Ancillary	Sch 6	4,653,800	700,008	634,343
Amortization of deferred capital contributions		5,106,800	1,685,244	1,363,433
		<u>134,595,500</u>	<u>44,869,497</u>	<u>43,867,815</u>
EXPENDITURE				
Post Secondary	Sch 2A	\$ 46,027,900	\$ 13,624,118	\$ 12,841,289
Contract Services	Sch 2B	36,745,200	12,826,098	14,626,395
Student Services	Sch 3	11,802,400	3,462,655	3,357,338
Administrative Services	Sch 4	10,161,600	2,983,887	3,732,772
Physical Resources	Sch 5	8,124,500	2,355,440	1,916,132
Ancillary	Sch 6	3,723,600	686,907	646,824
Depreciation of capital assets		11,422,600	3,769,458	3,323,133
		<u>128,007,800</u>	<u>39,708,564</u>	<u>40,443,884</u>
EXCESS OF REVENUE OVER EXPENDITURE		\$ 6,587,700	\$ 5,160,933	\$ 3,423,930
TRANSFER TO CAPITAL RESERVES		(2,537,800)	(1,897,229)	(1,437,092)
TRANSFER FROM CAPITAL RESERVES		19,744,700	3,358,768	4,878,756
INVESTED IN CAPITAL ASSETS		(12,945,800)	(4,315,267)	(8,684,000)
OPENING ACCUMULATED UNRESTRICTED SURPLUS		8,040,900	8,304,943	8,076,014
CLOSING ACCUMULATED UNRESTRICTED SURPLUS		<u>\$ 18,889,700</u>	<u>\$ 10,612,148</u>	<u>\$ 6,257,609</u>

**THE LAMBTON COLLEGE OF APPLIED ARTS
AND TECHNOLOGY**

Analysis of Post Secondary

For the period: April 1, 2024 - July 31, 2024

Schedule 2A

	2024-25 <u>BUDGET</u>	2024-25 <u>Actual YTD</u>	2023-24 <u>Prior YTD</u>
REVENUE:			
Fees: Tuition and Other	\$ 35,277,500	\$ 6,359,442	\$ 4,542,663
MCU Grants	20,595,000	6,859,872	6,804,104
Other	486,300	115,042	17,376
	<u>56,358,800</u>	<u>13,334,356</u>	<u>11,364,144</u>
EXPENDITURE:			
Compensation	\$ 38,620,500	\$ 10,891,795	\$ 9,971,851
Instructional software/Equipment/Rental	4,080,300	1,905,839	2,066,361
Instructional	1,592,500	391,088	349,874
Non-instructional	784,600	121,896	139,703
Tuition set aside	950,000	313,500	313,500
	<u>46,027,900</u>	<u>13,624,118</u>	<u>12,841,289</u>
CONTRIBUTION:	<u>\$ 10,330,900</u>	<u>\$ (289,763)</u>	<u>\$ (1,477,146)</u>

THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

Analysis of Contract Services

For the period: April 1, 2024 - July 31, 2024

Schedule 2B

	2024-25 <u>BUDGET</u>	2024-25 <u>Actual YTD</u>	2023-24 <u>Prior YTD</u>
REVENUE:			
Contract Revenue	\$ 513,000	\$ 53,412	\$ 18,077
Course Fees	-	-	78,762
International	38,634,000	16,939,890	17,962,098
MLITSD Apprenticeships	1,540,900	355,885	264,701
MLITSD Contracts	2,579,500	837,132	919,587
Other Provincial Contracts	1,994,500	658,185	546,833
Municipal Contracts	1,581,000	495,365	453,508
Research Contracts	6,143,200	2,760,212	2,921,154
Fire School	1,803,700	487,218	506,566
Other	249,000	64,116	11,008
	55,038,800	22,651,415	23,682,294
EXPENDITURE:			
Compensation	\$ 16,070,300	\$ 5,406,689	\$ 5,052,176
International Recruitment	9,218,400	4,988,472	6,526,722
Stipends/Support Allowances	520,100	145,794	347,156
Equipment/Building Maintenance	1,953,800	716,513	268,987
Instructional/Program	2,730,600	915,422	1,278,105
Non-instructional	6,252,000	653,208	1,153,249
	36,745,200	12,826,098	14,626,395
CONTRIBUTION:	\$ 18,293,600	\$ 9,825,317	\$ 9,055,899

THE LAMBTON COLLEGE OF APPLIED ARTS AND TECHNOLOGY

Analysis of Student Services

For the period: April 1, 2024 - July 31, 2024

Schedule 3

	2024-25 <u>BUDGET</u>	2024-25 <u>Actual YTD</u>	2023-24 <u>Prior YTD</u>
REVENUE:			
MCU Revenue	\$ 1,308,000	\$ 366,166	\$ 346,097
Sundry Fees	5,291,100	1,537,837	1,382,941
Other	620,500	255,639	244,507
	<u>7,219,600</u>	<u>2,159,642</u>	<u>1,973,544</u>
EXPENDITURE:			
Compensation	\$ 9,547,200	\$ 2,870,604	\$ 2,728,019
Equipment/Rental	155,700	43,593	33,568
Educational resources/Awards	351,200	170,779	115,923
Non-instructional	1,748,300	377,680	479,828
	<u>11,802,400</u>	<u>3,462,655</u>	<u>3,357,338</u>
CONTRIBUTION:	\$ (4,582,800)	\$ (1,303,013)	\$ (1,383,795)

**THE LAMBTON COLLEGE OF APPLIED ARTS
AND TECHNOLOGY**

Analysis of Administrative Services

For the period: April 1, 2024 - July 31, 2024

Schedule 4

	2024-25 <u>BUDGET</u>	2024-25 <u>Actual YTD</u>	2023-24 <u>Prior YTD</u>
REVENUE:			
MCU Revenue	\$ 195,800	\$ 158,948	\$ 366,508
Rental Revenue	178,000	40,855	19,864
Other	5,500,000	3,998,342	4,373,381
	<u>5,873,800</u>	<u>4,198,145</u>	<u>4,759,753</u>
EXPENDITURE:			
Compensation	\$ 5,129,200	\$ 1,787,953	\$ 1,705,722
Insurance/Taxes	807,900	616,492	1,027,023
Professional fees	1,461,500	209,753	343,592
Contingency	1,000,000	-	-
Non-instructional	1,763,000	369,689	656,434
	<u>10,161,600</u>	<u>2,983,887</u>	<u>3,732,772</u>
CONTRIBUTION:	<u>\$ (4,287,800)</u>	<u>\$ 1,214,258</u>	<u>\$ 1,026,982</u>

**THE LAMBTON COLLEGE OF APPLIED ARTS
AND TECHNOLOGY**

Analysis of Physical Resources

For the period: April 1, 2024 - July 31, 2024

Schedule 5

	2024-25 <u>BUDGET</u>	2024-25 <u>Actual YTD</u>	2023-24 <u>Prior YTD</u>
REVENUE:			
Facilities Fee	\$ 217,800	\$ 62,719	\$ 57,278
MCU Revenue	3,700	34,195	3,026
Other	122,400	43,773	30,000
	<u>343,900</u>	<u>140,687</u>	<u>90,304</u>
EXPENDITURE:			
Compensation	\$ 2,068,800	\$ 718,486	\$ 615,284
Equipment/Building Maintenance	5,662,300	1,559,493	1,198,640
Non-instructional	393,400	77,461	102,209
	<u>8,124,500</u>	<u>2,355,440</u>	<u>1,916,132</u>
CONTRIBUTION:	<u>\$ (7,780,600)</u>	<u>\$ (2,214,753)</u>	<u>\$ (1,825,828)</u>

**THE LAMBTON COLLEGE OF APPLIED ARTS
AND TECHNOLOGY**

Analysis of Ancillary Operations

For the period: April 1, 2024 - July 31, 2024

Schedule 6

	2024-25 <u>BUDGET</u>	2024-25 <u>Actual YTD</u>	2023-24 <u>Prior YTD</u>
REVENUE:			
Campus Shop	\$ 1,832,500	\$ 316,771	\$ 288,650
Parking	670,200	41,418	33,912
Residence	2,151,100	341,819	311,781
	<u>4,653,800</u>	<u>700,008</u>	<u>634,343</u>
EXPENDITURE:			
Campus Shop	\$ 1,711,400	\$ 317,126	\$ 318,714
Parking	573,100	42,512	33,678
Residence	1,439,100	327,270	294,432
	<u>3,723,600</u>	<u>686,907</u>	<u>646,824</u>
CONTRIBUTION:	<u>\$ 930,200</u>	<u>\$ 13,100</u>	<u>\$ (12,481)</u>

**THE LAMBTON COLLEGE OF APPLIED ARTS
AND TECHNOLOGY**

Summary of Capital Reserves

For the year ended March 31, 2025

Capital Reserves	Apr 1, 2024	Additions	Disbursements	Mar 31, 2025
Campus Renewal:	\$ 125,414,838	\$ 2,000,000	\$ -	\$ 127,414,838
West Entrance & Campus Shop	(13,204,750)	-	-	(13,204,750)
Renovation - Biology Labs	(2,041,570)	-	-	(2,041,570)
Landscape / Roadways	(10,614,054)	-	-	(10,614,054)
Facilities Projects	(7,120,678)	-	(2,321,000)	(9,441,678)
Computer Labs Redevelopment	(3,000,000)	-	(1,400,000)	(4,400,000)
Community Engagement Relocation	(200,000)	-	(4,000,000)	(4,200,000)
International and Services Realignment	(4,999,975)	-	-	(4,999,975)
Indigenous Outdoor Gathering Space	(763,700)	-	(5,636,400)	(6,400,100)
Outdoor Recreation Precinct	(171,789)	-	(2,837,300)	(3,009,089)
SAC Long-term Receivable	(4,921,237)	305,800	(3,000,000)	(7,615,437)
Campus Renewal Net	\$ 78,377,085	\$ 2,305,800	\$ (19,194,700)	\$ 61,488,185
Parking	64,716	114,800	-	179,516
IT and Learning Infrastructure	8,040,410	-	(375,000)	7,665,410
Insurance Retention	3,000,000	-	-	3,000,000
Research (LMIC & BPRC) TACs	77,936	-	(50,000)	27,936
Fireschool Equipment Renewal	174,549	90,200	(125,000)	139,749
Athletic & Fitness Centre Renewal	156,703	27,000	-	183,703
Total Capital Reserves	\$ 89,891,399	\$ 2,537,800	\$ (19,744,700)	\$ 72,684,499

**THE LAMBTON COLLEGE OF APPLIED ARTS
AND TECHNOLOGY**

Summary of Grant/Fee Funded Capital Projects

For the year ended March 31, 2025

		<u>Grant Funding</u>
Facilities Renewal Program	(FRP)	\$ 2,200,000
Campus Safety Program	(CSP)	53,600
Capital Equipment & Renewal Fund	(CERF)	191,200
Capital Equipment & Renewal Fund	(CERF Competitive)	370,000
Apprenticeship Capital Grant	(ACG)	258,400
Apprenticeship Capital Grant	(ACG Competitive)	68,800
IT Access Fee equipment	(IT Access Fee)	258,000
Research Funded Projects	(CFI, ORF)	3,298,200
Total Grant Funded Capital Projects		\$ 6,698,200

2024/10/24

President's Report

TO THE BOARD OF GOVERNORS

CHANGES TO THE INTERNATIONAL STUDENT PROGRAM

- On September 18, Marc Miller, Minister of Immigration, Refugees, and Citizenship Canada, announced a further reduction to the intake cap on international student study permits. The cap for 2025 will be based on a 10% reduction of the 2024 target.
- Miller also announced changes to the Post-Graduate Work Permit (PGWP) program that ties PGWP eligibility to programs of study that are linked to what is being called occupations in long-term shortage. It is expected that these new PGWP eligibility measures will significantly shift international programming in the Ontario postsecondary sector.
 - These changes come into effect on November 1, 2024.
- The federal government's changes to the International Student Program and Post Graduate Work Permit eligibility has significantly impacted Canada's reputation as a destination for postsecondary education.

RESEARCH & INNOVATION

- In June, Lambton College announced nearly \$4M in research funding through multiple grants from the Natural Sciences and Engineering Research Council of Canada (NSERC). This funding included two Technology Access Centre (TAC) grants and two Applied Research Tools and Instruments (ARTI) grants.
 - New TAC: Digital Transformation Lab (DTL), \$1.75M over five years. The DTL is designed to assist small and medium-sized enterprises in their digital transformation journeys.

- Renewed TAC: Bio-Industrial Process Research Centre (BPRC), \$1.75M over five years. Originally awarded a TAC grant in 2019, the BPRC collaborates with public and private sector partners to support the development and optimization of bio-focused technologies and processes.
 - In addition to the TAC grants, Lambton College has been awarded \$390,000 in ARTI grants.
- Lambton College was also awarded two funding grants amounting to more than \$1.8M through the Canada Foundation for Innovation (CFI). This funding supports the Electrical Energy Storage Research Platform and waste valorization research.
- Lambton College's Centre for Community, Health & Social Impact announced two new community-based research projects:
- Empowering change through gender-based violence research, in collaboration with The Centre (formerly the Sexual Assault Survivors' Centre Sarnia-Lambton) and the Blue Water Association for Safety, Environment, and Sustainability (BASES). This project is focused on the development of programming to engage men in allyship to combat gender-based violence. This project was launched after Lambton County Council declared intimate partner violence an epidemic in the City of Sarnia and County of Lambton.
 - Social prescribing, in partnership with Chatham-Kent and Sarnia-Lambton Ontario Health Teams. This research aims to address the critical shortage of primary care providers in rural Southwestern Ontario by linking patients to non-medical supports that address social determinants of health to improve health outcomes and reduce the strain on the healthcare system.
- The College recently received the Bronze Award of Excellence for Applied Research and Innovation from the World Federation of Colleges and Polytechnics (WFCP). The announcement was made during the WFCP World Congress, held in Montego Bay, Jamaica, from September 22 to 27.
- The 2024 Research & Innovation Annual Report was recently published and can be found [at this link](#).

OUR STUDENTS

- The President and other members of the Executive Management Team (EMT) and College Management Team (CMT) attended the School Within a College (SWAC) graduation at the end of June, celebrating students who earned their Ontario Secondary School Diploma in the supportive adult learning environment at the College.
- In June, the Community Crime Unit, Lambton College's innovative partnership with Sarnia Police Services that partners students with a Sarnia police officer to investigate high-volume, less serious crimes, was recognized with an Award of Excellence in Community Safety, Wellness and Crime Prevention from the Ontario Association of Chiefs of Police.
- Lambton College's Student Administrative Council (SAC) ran a series of summer camps that provided 442 children with unique athletic, recreational, and educational experiences.
- In July, Lambton College's Sexual Violence Prevention Group held Bystander Intervention Training.
- Lambton College welcomed thousands of students to orientation events during the week of August 26, and the academic year began on September 3 with 4,500 students on the Sarnia campus. Domestic enrolment accounts for nearly 2,300 of those students – a five-year high. The Lambton Ottawa campus has 400 started the term with 400 students.
- Student identification cards are now digital and available on students' phones.
- Early September SAC events have included giveaways of orientation packs and refreshments, pub nights and mixers in the Den, an NFL kickoff night, social media trivia, and a cruise on the Duc.
- A Subway restaurant opened in the Cestar Group Athletics & Fitness Complex on September 10, providing students, employees, clients, and guests with a new on-campus dining option.
- The Lambton College FireFit team won seven medals and broke three world records at the Canadian National and FireFit World Championships in Kamloops, British Columbia, at the end of September. Head Coach and Lambton College Faculty member Sue Patrick was the recipient of the 2024 Roy Davis Inspiration Award.

- Lambton College recognized the National Day for Truth and Reconciliation with a day of events. The agenda included a Sunrise Ceremony, a Truths & Reflections event that featured speakers and a panel with Indigenous students and a Residential School Survivor, an Indigenous-owned business showcase, and a screening of the newest short film, “Gaa ZhaaWiijig: Survivors,” from Walpole Island filmmaker Derek Sands.
- Students from all Lambton College campuses were welcomed to the EmpowerThem event, hosted in the Andrew S. Brandt Ballroom. This event promoted safety and well-being for international students, highlighting culturally responsive resources and how to access support services.
- On October 9, Lambton College welcomed upwards of 500 high school students to campus for College Day to speak with Faculty and student ambassadors to learn about the College and its programs.
- On October 15, Lambton College celebrated the 20th anniversary of the Community Integration through Cooperative Education (CICE) program with an open house that welcomed CICE staff past and present, CICE students and graduates, Lambton College employees, and community members.
- The Centre for Global Engagement celebrated Latin American Heritage Month with students, including the International Women’s Club.

OUR PEOPLE

- Lambton College held Interaction Week in June. This week provided employees with a wide range of engaging activities, events, and professional development opportunities, with each session run by fellow employees. The week culminated in an employee appreciation barbecue.
- Lambton College Communications Faculty Julia Colella, Angela Sottosanti-Kusnir, and Erica Kelly recently had their research article “Student Perceptions of Effective Educators in Online Learning” published in the Online Learning Journal. Their research article was supported by the Lambton College Research Innovation Fund.
- The President and other members of EMT and CMT were pleased to welcome new Faculty members at the New Faculty Orientation on August 20.

- Lambton College recognized World Suicide Prevention Day with on-campus and social media awareness initiatives that provided information on support services. Outreach included Project Mental Wellness employee ambassadors encouraging College community members to start the conversation and eliminate the stigma that exists around the topic of suicide.
- For World Teacher’s Day, Lambton College provided students with opportunities to honour their favourite Faculty members in a video feature posted on social media as well as with a write-in feature on Instagram. Both features were popular, and a wide range of Faculty were recognized.
- The strategic planning process continues and is on-track for the 2025 launch of the Lambton College Strategic Plan 2025-2030.

OUR COMMUNITY

- In August, Lambton College was the lead sponsor for Blackburn Radio’s Stuff the Studio event, collecting school supplies for The Inn of the Good Shepherd. The event raised more than \$2,400, 250 lbs. of school snacks, and 600 lbs. of supplies, supporting many local families facing financial barriers during the back-to-school period.
- The President and other members of EMT attended a federal funding announcement for Bioindustrial Innovation Canada (BIC), which is headquartered at the Western Sarnia-Lambton Research Park. Peter Fragiskatos, Member of Parliament for London North Centre, announced new Agriscience Cluster funding for BIC, on behalf of Lawrence MacAulay, the Federal Minister of Agriculture and Agri-Food Canada.
- Lambton College provided a video to the Sarnia-Lambton Local Immigration Partnership’s Welcoming Week 2024 to help highlight the inclusive and diverse spirit of the community.
- The Lambton College Fire Campus donated a 1999 FL80 apparatus to Firefighters Without Borders Canada who worked with the Prince Albert Grand Council Saskatchewan to identify a First Nations community that will receive the truck.

- The Indigenous Outdoor Gathering Space project continues to progress. Rain and delivery delays have impacted the schedule, pushing completion towards the end of March. This will not impact grand opening plans.
 - Floor slabs have been poured, laminated beams are ready for delivery, washroom and mechanical building is taking shape, and utility conduits have been run
 - As beams are installed, the main structure will start to take shape on site.
- Lambton College hosted a Mega Job Fair on October 10 that brought more than 60 employers and 1,000 attendees to campus.
- The President attended the Gregory A. Hogan Catholic School Opening and Blessing Ceremonies on October 16.

Report From: T. Lee

<input checked="" type="checkbox"/> For Action	<input checked="" type="checkbox"/> Board of Governors
<input type="checkbox"/> For Information	<input checked="" type="checkbox"/> Open Meeting
<input type="checkbox"/> Meeting Date <u>October 24, 2024</u>	
<input type="checkbox"/> Agenda Item No. <u>#7</u>	

Subject: GOVERNANCE

Recommendation: That the Board of Governors approves the Governance Report and all decisions and motions therein, as presented.

Signature on File
Tania Lee, Chair

Finance and Property Committee (attachments)

S. Dickson

approval

The CIBC General Banking Resolution and the TD General Banking Resolution signing officers were updated to reflect the current the signing authority.

Recommendation: That the Board of Governors approves the Finance and Property Committee recommendation to approve the CIBC General Banking Resolution (form 6818(1)) and the CIBC Certificate of Officers and Directors (form 6818(2)).

Recommendation: That the Board of Governors approves the Finance and Property Committee recommendation to approve the TD General Banking Resolution (form 592014 (0819)).

Nomination Committee

T. Lee

approval

Internal Governor

An election took place on September 25th for a support staff governor representative following Cassie Monteith’s resignation from the Board. Carlos Diaz Rangel was the successful candidate.

An electronic vote took place to appoint Carlos Diaz Rangel to the Board. The following motion was passed by email vote and is ratified by the Board:

The Lambton College Board of Governors appoints to the Board of Governors Carlos Diaz Rangel for a term beginning September 26, 2024 to August 31st, 2026. 2024-28. **CARRIED**

The Nomination Committee will meet on October 21st to consider 2025/2026 vacancies.

Executive Committee

T. Lee

information

On July 30, 2024, the Board approved by electronic vote the Executive Committee recommendation to approve the 2023/24 Annual Board Report. The following motion was passed and is ratified:

Recommendation: That the Lambton College Board of Governors approves the Executive Committee recommendation to approve the 2023-2024 Lambton College Annual Report. 2024-27

The Executive Committee will meet on October 21st to hear updates and discuss the upcoming Board meeting and Retreat, the Financial Sustainability Plan, the third-party efficiency review, and human resource update. The Board Self Evaluation Survey results will be discussed at the December In-Camera Board Meeting.

Executive Performance and Compensation Committee

T. Lee

Dean Pearson has joined Tania Lee and Rob Dawson on the Committee. The Committee will complete the President’s evaluation for presentation to the In-Camera meeting of the Board on December 5th.

Board Committees and Program Advisory Committee Volunteers (attachment)

T. Lee

information

Program Advisory Committee Volunteers: Each Governor is asked to join two PAC committees. Please review the attached list with the highlighted vacancies and indicate to Lianne the Committees you would like to join if you are not yet a member of a PAC.

PAC Meeting Reports

T. Lee

information

This is an opportunity Governors to share information regarding a Program Advisory Committee meeting attended.

The Lambton College of Applied Arts and Technology

Schedule "A"

October 24, 2024

Schedule A to support CIBC Corporate Banking Resolution

Per CIBC Regarding Corporate Banking Resolution

Section 2. **Authorized Signing Officers.** The Authorized Signing Officers of the Corporation shall be:*

**Official positions will be designated rather than the names of the authorized signing officers*

President & CEO

Senior VP Strategy and Corporate Services

Senior VP Academic and Student Success

Senior VP Applied Research and Innovation

Director, Finance

Associate Director, Financial Services

Associate Director, Financial Planning

Per CIBC Certificate of Officers and Directors

Section 1. **Officers.** The following are all of the officers of the Corporation, and each such officer has been duly appointed in accordance with applicable law to the position or positions set forth opposite their respective names:

Robert Kardas

Spencer Dickson

Dave Machacek

Mehdi Sheikhzadeh

Julie Carlton

Tyler Virostek

Leila Berg

President & CEO

Senior VP Strategy and Corporate Services

Senior VP Academic and Student Success

Senior VP Applied Research and Innovation

Director, Finance

Associate Director, Financial Services

Associate Director, Financial Planning

Signatures:

X _____

President & CEO

X _____

Senior VP Strategy & Corporate Services

The Lambton College of Applied Arts and Technology
Schedule "A"

Authorized Representatives:

Robert J Kardas	President & CEO
Spencer Dickson	Senior VP Strategy and Corporate Services
Dave Machacek	Senior VP Academic and Student Success
Mehdi Sheikhzadeh	Senior VP Applied Research and Innovation
Julie Lynn Carlton	Director, Finance
Tyler Virostek	Associate Director, Financial Services
Leila Berg	Associate Director, Financial Planning

Note restrictions that apply:

Any two to sign cheques electronic up to \$49,999 and Manual > \$50,000

Certified a true copy of a Resolution duly passed by the Board of Directors of the Corporation and that this Resolution is now in full force and effect and unmodified.

Dated this _____ day of _____, 2024

X _____

Robert Kardas, President & CEO

X _____

Spencer Dickson, Senior VP Strategy and Corporate Services

This form must be signed by the Corporation's titled officer(s), e.g. President, Secretary, Treasurer, Vice-President or signing officer of the Corporation

**BOARD OF GOVERNORS PAC ASSIGNMENTS
2024-2025**
Faculty of Health Sciences, Community Services, and Business
Faculty of Applied Technology and Trades
Faculty of Nursing

Each full-time program is Ministry mandated to have a Program Advisory Committee (PAC). Each PAC must meet two times a year. The College holds PAC meeting each semester. The Dean’s assistant will send you an email to invite you to a PAC meeting. Governors are not voting members.

At each Board meeting, there is an opportunity for Governors to provide the Board with a brief verbal report regarding the PAC meeting attended.

GOVERNOR	PROGRAM ADVISORY COMMITTEE	MEETINGS SCHEDULED TO DATE	
		Fall	Winter
VACANT	Agri-Business (AGBS)		
Jane Mathews	Bachelor of Science Nursing (BScN) & Bachelor of Science Nursing – Lambton (BSNL)		
Ryan Strauss	Business		
Beth Ann Wiersma	Child and Youth Care (CYCP)		
VACANT	Communicative Disorders Assistant (CDAS)		
Jarvis Nahdee	Community Integration Through Cooperative Education (CICE)		
Daniela Mancusi	Community Mental Health Multidisciplinary (CMHM)		
Jason McMichael	Culinary Management (CULX) Canadian Culinary Operations (CCOS)		
Jarvis Nahdee	Developmental Service Worker DSWP/DDCP		
Dean Pearson	Photography (PHTG) and Advanced Photography Production (APPS)		
Daniela Mancusi	Early Childhood Education (ECEP)		
Jennifer Ziegler	E-Learning Design and Training Development (ETIS) Advanced Teaching –E-Learning & Instructional Design (ATDS)		
VACANT	Esports Entrepreneurship and Administration (ESEA) and Esports Management (ESMS)		
Rob Dawson	Esthetician Program (ESTH) and Medial Esthetics & Advanced Skin Care Therapies (MEAS)		
VACANT	Hairstylist (HSTY)		
VACANT	Tourism – Operations Management (TMAN) Hospitality Management (HMAN)		
Raj Ashar	Office Administration		

Jane Mathews	Occupational Therapist & Physiotherapist Assistant (OPTA)		
Jane Mathews	Paramedic (PARA)		
Beth Ann Wiersma	Pharmacy Technician Program (PHRM)		
Jason McMichael	Police Foundations (PFND) Border Services (PSIB) Protection, Security, and Investigation (PSI)	Monday, November 4 9:00 a.m. to 10:00 a.m.	
Jane Mathews	Practical Nursing (PRAC) Personal Support Worker (PSWK) Interprofessional Practice-Gerontology (IPGS)		
Jennifer Ziegler	Advanced Project Management & Strategic Leadership (PMLS) Advanced Project Management – Environmental (PMES)		
VACANT	Social Service Worker (SSWK)		
Kelly Provost	Sports & Recreation Management (SRAM)		
VACANT	Therapeutic Recreation (TREC (accelerated)/TREC		
Raj Ashar	Financial Planning and Wealth Management (FPWS)		
VACANT	PFET/FIRE/Industrial Fire <ul style="list-style-type: none"> • Fire Science Technology (FIRE) • Pre-Service Firefighter Education & Training (PFET) • Industrial Fire Training 		
VACANT	Information Technology Cluster (Computer Programmer CPRO, Full Stack Software Development FSDS, Cloud infrastructure & Administration CIAS)		
Ryan Strauss	CPET/PETC Cluster <ul style="list-style-type: none"> • Chemical Production & Power Engineering Technology (CPET) • Power Engineering Technology – Chemical (PET-C) 		
Dean Pearson	CLAB/CTEC/Applied Manufacturing / Related Graduate Certificate Cluster <ul style="list-style-type: none"> • Chemical Lab Technician (CLAB) • Biomaterials and Chemical Lab Analysis (BCAS) • Cannabis, NHP, Biomaterials – AS (CNHP) 		
VACANT	HVAC/RENT/CACT/PLUM Cluster <ul style="list-style-type: none"> • Construction Carpentry Techniques (CACT) • Renovation Technician (RENT) • Heating, Refrigeration and Air Conditioning Technician (HVAC) (new) 		
Carlos Diaz Rangel	ELTC/PDCT/ICET Cluster <ul style="list-style-type: none"> • Electrical Techniques (ELTC) • Instrumentation & Control Engineering Technology (ICET) • Electrical Power Distribution & Control Technician (PDCT) 		
Dave Park	EWSO <ul style="list-style-type: none"> • Environmental Technician - Water & Wastewater Systems Operations (EWSO) *Collaborative Program – PAC rotates with partners currently		
Carlos Diaz Rangel	Workplace Safety & Prevention (WSPP)		

	<ul style="list-style-type: none"> • Collaborative Program – PAC rotates with partners currently 		
Kelly Provost	<p>QEMS/FSQS/AMMS Cluster</p> <ul style="list-style-type: none"> • Quality Engineering management (QEMS) • Food Safety and Quality Assurance Management (FSQS) • Applied Manufacturing Management (AMMS) 		
Mike Denomme	<p>WELD/MTIM/APPD Cluster</p> <ul style="list-style-type: none"> • Millwright Mechanical Technician (MTIM) • Welding Techniques (WELD) • Process Piping Design (PPDS) • Advanced Process Piping Design (APPD)*this program is no longer running 		
Mike Denomme	<p>PTEC</p> <ul style="list-style-type: none"> • Pre-Technology/ Foundations of Technology (PTEC) 		
	<p>SEBS</p> <ul style="list-style-type: none"> • Environmental and Sustainable Building Systems 		